

# **Big Spring School District**

## **Newville, Pennsylvania**

### **Board Meeting Minutes**

#### **November 15, 2021**



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### **Call to Order (President Swanson)**

The Board of School Directors for the Big Spring School District met in the Big Spring High School Auditorium at 8:00 pm with eight (8) Board of School Directors present: William Swanson, President; Todd Deihl, Vice President; William Piper, Secretary; Alexis Hurley, Treasurer; Robert Over, Frank Myers, Richard Roush, and John Wardle.

Absent: Dave Gutshall

Others in attendance: Kevin C. Roberts, Jr., Superintendent; Bill August, Assistant Superintendent; Nicole Donato, Director of Curriculum & Instruction; Michael Statler, Business Manager; Donna Minnich, Board Minutes; Rob Krepps, Director of Technology; and Darrin Baughman, Technology Support.

### **1. Opening Meeting**

Welcome members: The Board of School Directors will proceed with the November 15, 2021 Board Agenda.

Call to Order (President Swanson)

### **2. Pledge to the Flag**

President Swanson led all individuals present in the Pledge to the Flag.

### **3. Approval of Minutes**

Approval of the October 18, 2021 Regular Board Meeting Minutes and the October 18, 2021 Committee of the Whole Meeting Minutes.

Motion by Mr. Deihl was seconded by Mr. Roush

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Hurley, Over, Myers, Wardle, and Roush

Motion Carried unanimously. 8-0

### **4. Student/Staff Recognition and Board Reports – No Report Offered**

## 5. Financial Reports

### 5.a. Payments of Bills

#### General Fund

Procurement Card	\$	24,114.46
Checks/ACH/Wires	\$	2,340,637.46
Capital Projects Reserve Fund	\$	32,449.20
Cafeteria Fund	\$	254,233.95
Student Activities	\$	<u>41,831.00</u>
<b>Total</b>	<b>\$</b>	<b>2,693,266.07</b>

Motion to approve the Payments of Bills, as presented.

Motion by Mrs. Hurley was seconded by Mr. Roush

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Hurley, Over, Myers, Wardle, and Roush

Motion Carried unanimously. 8-0

### 5.b. Treasurer's Report

General Fund	\$	37,720,198.31
Capital Project Reserve Fund	\$	8,313,601.47
Cafeteria Fund	\$	405,732.38
Student Activities	\$	<u>263,093.95</u>
<b>Total</b>	<b>\$</b>	<b>46,702,626.11</b>

Motion to approve the Treasurer's Fund Report as presented.

Motion by Mrs. Hurley was seconded by Mr. Roush

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Hurley, Over, Myers, Wardle, and Roush

Motion Carried unanimously. 8-0

### 5.c. YTD General Fund Report and YTD Taxes

The administration prepared the YTD General Fund Report and the YTD Taxes for the Board. The General Fund report looks at our revenue and expense for this year against the budget and compares those amounts to last year. The YTD Tax Summary shows the monthly collections and cumulative collections and compares that to the two previous years.

Motion to accept Year-To-Date General Fund and Tax Reports as submitted.

Motion by Mrs. Hurley was seconded by Mr. Roush

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Hurley, Over, Myers, Wardle, and Roush

Motion Carried unanimously. 8-0

## **6. Reading of Correspondence**

## **7. Recognition of Visitors**

## **8. Public Comment Period**

Mr. Bill Beck, 108 Lawrence Lane, Carlisle addressed the Board of School Directors and offered a prayer of encouragement for the Board members, administration, staff, students, and community.

Ms. Chuch Burns, address not given, addressed the Board with comments regarding face coverings.

Ms. Arlene Reinford, 1332 Doubling Gap Road, Newville addressed the Board with comments regarding face coverings.

Mr. Josh Helm, 26 Windy Hill Road, Newville addressed the Board with comments regarding vaccinations.

Ms. Dorothy Pastor, 1567 Mountain Road, Newburg addressed the Board with comments regarding face coverings.

Mr. Keith Flynn 3301 Ritner Highway, Newville, addressed the Board with comments regarding the recent elections.

Mr. Jeff Scanlan, 983 Big Spring Road, Shippensburg addressed the Board with comments about the youth boys' basketball program.

## **9. Old Business**

## **10. New Business**

## **11. Personnel Items - Actions Items**

### **11.a. Recommendation of a HS Extra-Duty Marching Band Field Staff Position - Ms. Maura Manning**

Mrs. Stacy Lehman, Human Resources Coordinator, would like to recommend Maura Manning for an Extra Duty Marching Band Field Staff Position.

The administration recommends the Board of School Directors approve Ms. Manning for an Extra Duty Position as presented.

### **11.b. Resignations and Recommended New Hire of Custodians**

Ms. Stephanie McHenry has submitted her resignation from the position of full-time High School Custodian effective October 26, 2021.

Ms. Niki Hamilton has submitted her resignation from the position of part-time High School Custodian effective November 15, 2021.

Ms. Cheri Frank, Director of Custodial Services, recommends the following candidates for available custodial positions:

#### **11.b. Resignations and Recommended New Hire of Custodians (cont'd)**

Ms. Tammy Hood for the position of part-time Mount Rock Custodian for 2nd shift replacing Dennis Witmer. This is a 5.5 hour position at an hourly rate of \$14.73 for the 2021-2022 school year. This hire is subject to the Probationary Period as spelled out in the Classified Staff Handbook.

Ms. Sharon Rinesmith for the position of part-time Newville Elementary Custodian for 2nd shift replacing Patricia Nailor. This is a 5.5 hour position at an hourly rate of \$14.73 for the 2021-2022 school year. This hire is subject to the Probationary Period as spelled out in the Classified Staff Handbook.

The administration recommends the Board of School Directors approve the custodial resignations and new hires as presented.

#### **11.c. Resignations and Recommendation for Coaching Positions**

Mr. Joseph Sinkovich, Athletic Director, would like to recommend the following for coaching positions:

- Mr. Zackary Warner - Middle School Wrestling Head Coach
- Mr. Michael Clelan - Volunteer Wrestling Coach
- Rylie Ward - Volunteer Swimming Coach

The following resignations have been received by Mr. Sinkovich:

- Mr. Matthew Kump from the position of Varsity Girls' Soccer Head Coach effective the conclusion of the season.
- Ms. Suzette Barnes from the position of High School Assistant Cheer Coach effective the conclusion of the season.

The administration recommends the Board of School Directors approve the hire and resignations for coaching positions as presented.

#### **11.d. Recommend Approval of Step Adjustment for the Administrative Assistant for Business Affairs**

Mr. Michael Statler, Business Manager, would like to recommend the following:

Approval of a step adjustment from Step C to Step B for Ms. Beth Rhodes, Administrative Assistant for Business Affairs, effective November 1, 2021. The step adjustment recommendation is based on the job responsibilities, experience, and performance.

#### **11.e. Resignation of School Counselor - Mrs. Judy Creps**

Mrs. Judy Creps has submitted a letter of resignation from her position as High School Counselor effective Monday, December 13, 2021 for the purpose of retirement.

The administration recommends the Board of School Directors accept Mrs. Creps' resignation as presented.

## 11.f. Recommended Approval of Head Groundskeeper Position

Mr. Michael Statler, Business Manager, would like to recommend the following:

Mr. Darryl Betts for the position of full-time Head Groundskeeper replacing Dustin Durf. This is an 8-hour position at an hourly rate of \$22.79 for the 2021-2022 school year. This hire is subject to the Probationary Period as spelled out in the Classified Staff Handbook. Mr. Betts will start on December 13, 2021, following release from his current employer.

Vote on New Business 11 a - f, Personnel Items

Motion by Mr. Deihl was seconded by Mr. Roush to approve items 11a – f, as outlined and recommended above.

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Hurley, Over, Myers, Wardle, and Roush

Motion Carried unanimously. 8-0

## 12. New Business - Actions Items

### 12.a. Credit Pay

The professional employees whose names are listed below have successfully completed graduate work and are entitled to the specified amount in accordance with the negotiated contract.

Lindsey Dix	\$1,680.00
Shane Miller	\$1,680.00
Adam Oldham	\$1,680.00

The administration recommends the Board of School Directors authorize reimbursement for graduate credits as outlined above and as provided in the current contract between the Big Spring Educational Association and the Big Spring School District.

Motion by Mr. Deihl was seconded by Mr. Roush

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Hurley, Over, Myers, Wardle, and Roush

Motion Carried unanimously. 8-0

### 12.b. Request to Apply for Grants

Mrs. Nicole Donato, Director of Curriculum and Instruction, has received requests from the following teachers to apply for grants:

Ms. Melissa Sheffer, 5th Grade Newville Elementary Teacher, is requesting permission to apply for the Environmental Education Grant through the PA Department of Environmental Protection. Information about the program is available at the [Environmental Education Grant Link](#)

Ms. Rebecca Whigham, Middle School Family and Consumer Science Teacher is requesting permission to apply for the Walmart Local Community Grant. Information about the grant is available at the [Walmart Local Community Grants Link](#)

#### **12.b. Request to Apply for Grants (cont'd)**

The administration recommends the Board of School Directors approve these requests to apply for and participate in the grants as presented.

Motion by Mr. Deihl was seconded by Mr. Roush

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Hurley, Over, Myers, Wardle, and Roush

Motion Carried unanimously. 8-0

#### **12.c. Recommended Approval for Renewal of the ThoughtExchange Service Agreement**

Dr. Kevin Roberts, Superintendent of Schools has reviewed the ThoughtExchange Service Agreement and is requesting approval of the renewal agreement. ThoughtExchange is a community engagement and data collection tool that the District has successfully utilized to inform district initiatives, planning, and goal setting.

The administration recommends the Board of School Directors approve the 2021 agreement renewal with ThoughtExchange as presented.

Motion by Mr. Deihl was seconded by Mr. Roush

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Hurley, Over, Myers, Wardle, and Roush

Motion Carried unanimously. 8-0

#### **12.d. Recommended Approval of Utilization Request**

Mr. Andy McCrea, Big Spring Jr. Olympic Wrestling, has requested to utilize the HS gym, commons, adaptive gym, and locker rooms for the purpose of Dawg Duals Wrestling on Sunday, January 30, 2022. Because the request involves a Sunday, Board action is necessary.

The administration recommends the Board of School Directors approve Mr. McCrea's request as presented.

Motion by Mr. Deihl was seconded by Mr. Roush

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Hurley, Over, Myers, Wardle, and Roush

Motion Carried unanimously. 8-0

#### **12.e. CAIU Agreement for English Language Development/ESL Services 2021-2022**

Mr. William Gillet, Director of Student Services, has reviewed the CAIU Agreement for English Language Development (ELD) and English as a Second Language (ESL) Services for the 2021-2022 school year and would like to recommend board approval.

The administration recommends the Board of School Directors approve the CAIU Agreement for ELD and ESL Services for the 2021-2022 school year as presented.

Motion by Mr. Deihl was seconded by Mr. Roush

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Hurley, Over, Myers, Wardle, and Roush

Motion Carried unanimously. 8-0

#### **12.f. Recommended Approval of Student Activities Account for the Class of 2025**

The administration received a request from Mr. Jason Shover, High School Principal, to create a new student activity account for the Class of 2025. Information regarding the new account is included with the agenda.

The administration recommends the Board of School Directors approve the new student activity account for the Class of 2025 under the supervision of Mr. Jason Shover, High School Principal.

Motion by Mr. Deihl was seconded by Mr. Roush

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Hurley, Over, Myers, Wardle, and Roush

Motion Carried unanimously. 8-0

#### **12.g. Approval of New Drivers from Deitch Bussing**

Deitch Buses, Inc. has submitted three additional drivers for the 2021-2022 school term.

- Erin Morrison - Van Driver
- Emily Stover - Bus Driver
- Ashley Kuhn - Van Driver

The administration recommends that the Board of School Directors acknowledge receipt of the additional drivers for the 2021-2022 school year.

Motion by Mr. Deihl was seconded by Mr. Roush

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Hurley, Over, Myers, Wardle, and Roush

Motion Carried unanimously. 8-0

#### **12.h. Recommend Approval of Payment from Capital Projects**

##### **Capital Project Payments**

- In October 2021, the Board of School Directors approved a change order for the Fiber Project. The change order was to bore and run fiber under the road to complete the Newville Fiber run. The payment is for the change order of \$32,449.20.
- The replacement of boiler #1 is complete. The invoice covers approximately 82% of the contract value. The remaining amount will be billed once the installation is 100% complete and operating properly. The payment is for \$168,830.28.

The administration recommends the Board of School Directors approve the payments from the Capital Project Reserve Fund.

Motion by Mr. Deihl was seconded by Mr. Roush

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Hurley, Over, Myers, Wardle, and Roush

Motion Carried unanimously. 8-0

### **13. New Business - Information Item**

#### **13.a. Custodial Position through Manpower the District's Contracted Service Provider**

Mrs. Stacy Lehman, Human Resources Coordinator, recommends the Manpower employee listed below for custodial work:

Kimberly Mackey - Custodian (second shift) at Mount Rock Elementary School

#### **13.b. Aide Positions through ESS the District's Contracted Service Provider**

Dr. Abigail Leonard, Supervisor of Ancillary Services, recommends the ESS aides listed below:

- Christian Witmer - full-time learning support aide at Newville Elementary School to replace Celeste Sheaffer who resigned.
- Niki Hamilton - full-time principal's discretion aide at Oak Flat Elementary School to replace Katelyn Wertz who resigned.
- Marisa Blumensrein - full-time principal's discretion aide at Oak Flat Elementary School beginning retroactively on October 29, 2021.
- Pam Luszik - principal's discretion aide at Newville Elementary School beginning on November 17, 2021.

#### **13.c. Recommendation for New Curricular Resources/Textbooks**

Listed below are curricular resources and textbooks recommended by Mrs. Nicole Donato, Director of Curriculum and Instruction, for board approval at the December 6, 2021 Board Meeting. All resources and textbooks are available in the Curriculum Center for review by the Board of School Directors.

##### **Resources:**

- K – 2: [Geodes Leveled Classroom Libraries](#) - Publisher Wilson Language
- K-5: [Math in Practice](#) - Publisher Heinemann

##### **Textbook:**

- High School: Statistics and Probability with Applications - Publisher Bedford, Freeman, and Worth

#### **13.d. Long-Term Substitute through ESS the District's Substitute Agency**

Athletic Director, Mr. Joe Sinkovich, recommends Ms. April Black to serve as the Long-Term Substitute Athletic Trainer for Elizabeth Carns who will be on leave. April will begin in this position approximately November 17, 2021 through January 26, 2022.

### **14. Discussion Item**

### **15. Future Board Agenda Items**



## **16. Board Reports**

### **16.a. District Improvement Committee - Mr. Over, Mr. Myers**

The next meeting will be on Tuesday, November 16 at 6:00 pm.

### **16.b. Athletic Committee - Mr. Deihl, Mr. Wardle, Mr. Myers**

The next meeting will be held on Wednesday, November 17 at 7:00 am.

### **16.c. Cumberland Perry Area Career and Technical Center - Mr. Piper, Mr. Wardle**

Mr. Piper provided updates on the October 25 meeting and announced the November 22 meeting has been canceled. The next scheduled meeting will be December 13 for the purpose of re-organization.

### **16.d. Building and Property Committee - Mr. Roush, Mr. Piper, Mr. Swanson, Mr. Over**

Mr. Roush shared updates on the boiler that is now up and running.

### **16.e. Finance Committee - Mr. Deihl, Mr. Piper, Ms. Hurley, Mr. Gutshall**

The next meeting is Monday, December 6.

### **16.f. South Central Trust - Mr. Deihl**

The next meeting will be held on Wednesday, November 17.

### **16.g. Capital Area Intermediate Unit - Mr. Swanson**

The next meeting is Thursday, November 18 at 8 am.

### **16.h. Tax Collection Committee - Mr. Swanson**

Mr. Statler provided updates on the Cumberland County Tax Collection Committee.

### **16.i. Future Board Agenda Items**

Nothing was offered.

### **16.j. Superintendent's Report**

Dr. Roberts shared current enrollment numbers are 2,464 students which is 52 students over PDE's projections.

Dr. Roberts shared that he attended several weekend events including last Friday's district playoff football game at Lampeter Strasburg and said our students played with class, dignity, and heart. Dr. Roberts stated beyond wins and losses, helping our young men become better young men was evident at the game and expressed kudos to the players, parents, and coaches for a great season.

Sunday evening, Dr. Roberts said he was in attendance at the Hershey Park Stadium to watch Big Spring's Marching Band perform at the Cavalcade of Bands Championship and noted they finished with a season high point score and shared kudos to the band members, Mr. Nobile, staff, and parents.

Dr. Roberts stated the district hosted a compliment of ceremonies to honor Veteran's in all our buildings which is something to be very proud of across the board.

Dr. Roberts said in a time when misinformation and mistruths can be posted very easily on a variety of platforms, he wanted to highlight some recent accomplishments that are very worthy of going viral. All 3 of our elementary schools continue to perform in the top 5<sup>th</sup> of elementary schools in the Commonwealth. Oak Flat Elementary School performed in the top 5% making it one of U.S. News & World Report's Best Elementary Schools in the United States. Brigadier General Wilbur Wolf III reported that he attended the Pennsylvania National Guards Association Ceremony in Lancaster where our High School earned 2 recognitions including Best of the Best High School. The Big Spring High School was also recognized by the Pennsylvania National Guards Association as Pennsylvania High School of the Year. This is an outstanding recognition to top off Veteran's Week and highlights the way in which we honor and recognize veterans and invite them to interact with our students.

## **17. Meeting Closing**

### **17.a. Business from the Floor**

Mr. Wardle shared how impressed he was with the High School Veteran's Ceremony hosted by the Tempus Club with a performance by our band and stated how proud he is of the football team making it to district playoffs. Mr. Wardle took the opportunity to clarify to everyone that he does not support CRT and stated he has verified with several sources that it is not being taught in our School District. Mr. Wardle also stated he would not support student injections without parent consent and believes that choice by parents is very important both in education and at home.

Mr. Over said thank you administrators and teachers and he is Bulldog Proud!

Mr. Piper thanked the administrators and teachers for everything they do for our district and fellow board members. He also stated that a lot of people don't realize what happens behind the scenes and the hard work that is required to operate a school district.

Mr. Swanson echoed praise for the accomplishments of our students and said they are amazing and continue to make our community proud. He shared that the students are the reason board members sit up here and do what we do.

**17.b. Public Comment Regarding Future Board Agenda Items** - Nothing was offered.

### **17.c. Adjournment**

Motion by Mr. Deihl was seconded by Mr. Roush

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Hurley, Over, Myers, Wardle, and Roush

Motion Carried unanimously. 8-0

Meeting adjourned at 8:43 pm, **Monday, November 18, 2021**

Next scheduled meeting is **Monday, December 6, 2021.**

  

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